



CASH ADVANCE CLEAR FORM

Date: 4.3.2024

U/B/R/Division: CE-T BU

Department: Service

Advance Issue: 382,000.01 - Kyats/ USD

| No | Issue Time | Date | Payment Voucher No | Amount | | Descriptions |
|---------------------------|------------------------------|-----------|--------------------|--------|------------|----------------------------|
| | | | | USD | Kvats | |
| 1 | 1 st Time Advance | 15.2.2024 | ADV2024020015 | | 382,000.01 | Advance clear for TA |
| 2 | 2 nd Time Advance | | | | | changes for branch support |
| 3 | 3 rd Time Advance | | | | | Plc. Aung Myin Hkun |
| Total Advance | | | | | 382,000.01 | |
| Total Actual | | | | | 382,000.01 | |
| Balance Refund/Additional | | | | | | |

Requester: Aung Myin Hkun

Checked By: [Signature]

Checked By: [Signature]

Approved By: [Signature]

Approved By: [Signature]

Mgr/DH: Aung Myin Hkun

Finance & Account

GM/AGM/COO

CMC

What Yee Aung

04-CFD-CAS-FRM-002-03

2024/03/05



TRAVEL ADVANCE CLEAR FORM

| | | | | | |
|---|---|---------------------------|------------------------------|--------------------------|-----------------------|
| General Information | | Employee Name | Aug Pin Huan | Estimated Date of Travel | 28-1-2024 ~ 29-2-2024 |
| | | Department/Unit | Int. Support | Total Day | 33 days |
| | | Project/Activity | IT-Cell Service | Destination | Tanzania |
| | | Purpose | for Tanzania branch support. | | |
| Travel Details | | | | | |
| Name of Firm | | Tanzania Branch | | | |
| Actual Date of Travel | | 28-1-2024 ~ 29-2-2024 | | | |
| Total Day | | 33 days | | | |
| Hotel Name | | | | | |
| Hotel Class | | | | | |
| Hotel Address/Person Name | | | | | |
| Hotel Phone/Person | | | | | |
| Advance Clear | | | | | |
| Actual Date of Travel | | 28-1-2024 ~ 29-2-2024 | | Total Day | 33 days |
| Department/Unit/Time | | 28-1-2024 | | Actual Date & Time | 29-2-2024 |
| | | | | Total Amount | |
| Date | Description | Kyats | USD | | |
| 28-1-2024 ~ 29-2-2024 | Travel charges (4 days x \$500) and lodging (12000) | 380,000 | 1- | | |
| | | Total Expense (Kyats/USD) | | 380,000/- | |
| | | Cash Advance (Kyats/USD) | | 380,000/- | |
| | | Balance (Kyats/USD) | | 0/- | |
| Approver's Details | | | | | |
| Authorisation | Name | Position | Date | Sign | |
| Proposed By | Aug Pin Huan | Admin | 4-3-2024 | | |
| Approved By (Dept Head) | Paulo Leo Pinn | D-M | 4-3-2024 | | |
| Approved By (M/Exec/CSO) | Wahid Yuse Ali | G.P1 | | | |
| Approved By (M/Exec/Support/Dept Head/Supervisor) | Aug Pin Huan | G.M. | 6-3-2024 | FOR | |
| HR/Controlling/Approved | Peter Peter Eco | SH | 4-3-2024 | | |
| Cash Disbursement | | | | | |
| Remarks | | | | | |

TRAVELLING REPORT

Date: 3.1.2024

| Report To | Sri Yee Ang, Ang Kiew He, Ang Keo | |
|------------------------|---|-----------------------|
| Employee Name | Ang Min Ten | |
| Position | Tech-Support | |
| Department | Tech-Support Service | |
| Business | CI-1 | |
| Departure & Arrival | Departure Date And Time | Arrival Date And Time |
| | | |
| Total Days | 1 month | |
| Trip Information | 1. From ... TanjongToTanjong..... | |
| | 2. FromTo | |
| | 3. FromTo | |
| Purpose For Travelling | Go to Tanjong support for service team | |
| Travel Date | Activities | Remark |
| 28.12.24-31.12.24 | EC290 Dp Belt tensioning damage & Engine over heat | |
| 2.2.24-2.2.24 | 50LH air-con - unit jet | |
| 3.2.24-7.2.24 | EC290 Dp Engine, main pump, swing motor dismounted. , radiation | |
| 8.2.24-10.2.24 | EC290 Dp main pump, swing motor, radiation disassembled. | |
| 12.2.24-14.2.24 | EC290 Dp Engine O/H | |
| 15.2.24-20.2.24 | EC290 Dp Engine cleaning | |
| 21.2.24-22.2.24 | 50LH air-con - replace | |
| 23.2.24-27.2.24 | EC550 DL Engine apr drop | |
| 28.2.24-29.2.24 | KOMAZ dismounted engine assembly | |

Reported by
 Sign : *[Signature]*
 Name : Ang Min Ten
 Position : Tech-Support

Checked by
 Sign : *[Signature]*
 Name : Aengkoorn
 Position : D.H.

Approved by
 Sign : *[Signature]*
 Name : *[Signature]*
 Position : *[Signature]*

(DH/AGM/GM) *[Signature]*

(COO)

